

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF JASPER
OCTOBER 27, 2015**

The Board of Public Works and Safety of the City of Jasper, Indiana, met in regular session on Tuesday, October 27, 2015, in the Council Chambers of City Hall located at 610 Main Street.

CALL TO ORDER

Presiding Officer Mayor Terry Seitz called the meeting to order at 8:00 a.m.

ROLL CALL

Clerk-Treasurer Juanita S. Boehm called the roll:

Mayor Terry Seitz	Present
Board member Timothy Bell	Present
Board member David Prechtel	Present

Also present were Police Chief J. Michael Bennett, Assistant Street Commissioner Jeffrey Theising, City Engineer Chad Hurm, Personnel/Safety/Loss Control Director Cale Knies, Fire Chief/Code Enforcement Officer Kenneth Hochgesang, Director of Community Development and Planning Darla Blazey, City Attorney Renee Kabrick, and Clerk-Treasurer Juanita S. Boehm.

Clerk-Treasurer Boehm announced that in order to have a quorum for the meeting, a majority of the board members must be present. All three board members were present, which is a majority; therefore, there was a quorum for the meeting.

PLEDGE OF ALLEGIANCE

Mayor Seitz invited all those present to join him in reciting the Pledge of Allegiance.

APPROVAL OF THE MINUTES

The board members examined the minutes of the regular meeting held on October 13, 2015. Thereafter, a motion was made by Timothy Bell and seconded by Mayor Seitz to approve the minutes. Motion carried 3-0.

SPECIAL OLYMPICS 5K RUN/WALK

Stephanie Lane, representing the Dubois County Special Olympics, asked permission to hold their 6th annual 5K run/walk on April 9, 2016 from 7:00 a.m. to 11:00 a.m. with the race starting at 8:00 a.m. Mayor Seitz said the route which is the same as last year begins at Jaycee Park then goes north on Bartley Street, west on 15th Street, north on the walking path along St. Charles Street, west on Schuetter Road, south then east on Cobblestone Road, south on the walking path along St. Charles Street, east on 15th Street, south on Bartley Street and back to Jaycee Park.

A motion was made by Timothy Bell and seconded by David Prechtel to approve the Dubois County Special Olympics annual 5K run/walk on April 9, 2016 from 7:00 a.m. to 11:00 a.m. using the same route as last year. Motion carried 3-0.

TURKEY TROT 5K RUN/WALK

Lori Lehane, representing Health Pointe, said they are hosting their annual Turkey Trot 5K run/walk on Thanksgiving morning, Thursday, November 26, 2015, from 7:40 a.m. to 9:30 a.m. with the race beginning at 8:00 a.m. The route, which is the same as last year, starts at the high school, travels north on the walking path along St. Charles Street to 36th Street, and returns the same route except it ends at Health Pointe.

A **motion** was made by Mayor Seitz and seconded by Timothy Bell to grant permission to Health Pointe to hold the Turkey Trot on November 26, 2015 beginning at 8:00 a.m. and use the trail on the west side of Jasper to 36th Street and turn around. Motion carried 3-0.

CUPID'S DASH

Philip Wolf, representing Southern Indiana Wolfpack, asked permission to hold their 2nd annual run/walk called Cupid's Dash on Saturday, February 13, 2016 from 8:30 a.m. to noon with the event starting at 10:00 a.m. The route begins at the sports complex, travels north on Old Huntingburg Road, east on 12th Avenue, south on Kimball Blvd, west on County Road 100S, north on Old Huntingburg Road, then back to the sports complex. The purpose of the event is to raise funds to be given to someone with many medical expenses.

A motion was made by David Prechtel and seconded by Mayor Seitz to approve Southern Indiana Wolfpack Cupid's Dash on February 13, 2016. Motion carried 3-0.

STREET CLOSING

Roger Messmer, representing Messmer Mechanical, asked permission to close 5th Street between Main and Jackson Streets for about an hour on October 29th while they use a crane to put mechanical equipment on the roof of Boeckman's Furniture's building. He said they will also need to close the sidewalk.

A motion was made by Mayor Seitz and seconded by Timothy Bell to permit Messmer Mechanical to close 5th Street between Main and Jackson Streets on October 29th for the installation of mechanical devices. Motion carried 3-0.

NO PARKING REQUEST

City Engineer Chad Hurm said at the October 13, 2015 meeting Jack Doyle, 715 W. 9th Street, requested that the 20 ft section of curb between his house and the house to the west of him be painted yellow for "no parking". During that meeting Hurm said the City standards require 26 ft for one to parallel park so the City may be able to eliminate parking without listing that area in a no

parking ordinance. The board moved to see if the space meets City standards and if not then come back to the board with a recommendation.

Hurm said since that meeting he reviewed the information and the space between the two driveways is approximately 21 ft. The standard distance for parallel parking is 26 ft. Hurm also reported that since that meeting he received a call from the property owner at 727 W. 9th Street reporting the parking area near a fire hydrant at that address. Parking is restricted 15 ft from a fire hydrant and this area does not meet the standards. Hurm recommended marking these two areas “no parking”.

Because these matters are already addressed in state law, Mayor Seitz said this is a departmental decision rather than a board decision.

RECOMMENDATION FOR ORDINANCE CHANGES

City Engineer Chad Hurm said when reviewing the City’s ordinance regarding the above request, he noticed the ordinance does not meet state law requirements. The City of Jasper’s ordinance says parking is prohibited within five feet of a fire hydrant and within ten feet of a stop sign while state law says within fifteen feet of a fire hydrant and within thirty feet of a stop sign.

Hurm recommended modifying the City’s ordinance to the state law requirements.

Mayor Seitz said since these modifications would be a significant change, he felt the matter needed to be looked at in more detail.

RESOLUTION NO. BPWS 2015-5

City Engineer Chad Hurm said as of 1/1/2015, the City of Jasper has maintained 0.28 miles of Power Drive for at least one year; therefore, it can be included in the State’s road inventory list for the City of Jasper. In order to include this mileage in the road inventory, the board must adopt Resolution No. BPWS 2015-5.

A motion was made by Timothy Bell and seconded by David Prechtel to adopt Resolution No. BPWS 2015-5 adding 0.28 miles to the street inventory. Motion carried 3-0.

REPORTS

City Engineer Chad Hurm gave an update on several projects. He reported that the South Main Mitigation project is ready to get started. The labyrinth project is moving right along. The original shipping costs for the paving stones were \$2500 but Kimball back-hauled the pavers for the City for \$600. He also said the DNR is reviewing the request to do the mill wall project by piece mill.

Assistant Street Commissioner Jeffrey Theising reported that leaf pick up started yesterday. The street department will do a snow plow dry run tomorrow.

Mayor Seitz acknowledged receipt of the monthly police activity report.

Police Chief J. Michael Bennett said the department has received calls regarding speeding on Savannah Drive. They have been monitoring that area and the 9th Street area that was mentioned at the last meeting.

STREET CLOSING

Assistant Street Commissioner Jeffrey Theising asked permission to close Wilson Street west of the 13th Street intersection for one day sometime next week while they repair a storm sewer.

For safety reasons, 30th Street is still closed because of the 30th Street storm sewer project west of Mill Street.

A motion was made by Mayor Seitz and seconded by David Prechtel to give the street department permission to close Wilson Street at 13th Street weather permitting and close 30th Street for work done there. Motion carried 3-0.

QUOTES FOR CRUSHING CONCRETE

The street department sought quotes for the crushing of 2000 cubic yards of concrete. City Attorney Renee Kabrick opened the following quotes.

Name	2000 cubic yards Per finished crushed ton	Additional cost per crushed ton concrete	Additional cost per crushed ton asphalt
Cooper Rail Service	\$34,724.00	\$10.24	\$9.50
Innovative Crushing and Aggregate Inc	\$25,952.00	\$ 6.61	\$6.61
Klenck Company	No quote submitted		
Bulldog Crushing	No quote submitted		

Assistant Street Commissioner Jeffrey Theising recommended accepting the low quote as long as it meets the specifications.

A motion was made by David Prechtel and seconded by Timothy Bell to take the low quote submitted by Innovative Crushing and Aggregate Inc pending review. Motion carried 3-0.

HIGH WEED COMPLAINT

Fire Chief/Code Enforcement Officer Kenneth Hochgesang reported to the board the names of property owners and the locations that have been cited under 5.12.040 weed removal/notice. The names and locations are as follows:

Owner: James Stenftenagel
Location: Crossroads Ave

JUNK ASSETS

Fire Chief Kenneth Hochgesang asked permission to junk asset #102513, a Honeywell gas monitor, which is no longer usable and has been replaced.

A motion was made by Mayor Seitz and seconded by Timothy Bell to permit the fire department to remove asset #102513. Motion carried 3-0.

Police Chief J. Michael Bennett asked permission to junk asset #101618, an HP desktop computer with monitor, which is ten years old and has been replaced.

A motion was made by David Prechtel and seconded by Timothy Bell to remove asset #101618. Motion carried 3-0.

INFORMATION SYSTEM UPGRADES---RE-BID QUOTES

At the October 13, 2015 meeting, quotes for information systems upgrades—re-bid were taken under advisement so Brian Scott with Technology Dynamics could review the quotes and make a recommendation.

City Attorney Renee Kabrick read the following portion of the letter submitted by Brian Scott with Technology Dynamics:

October 21, 2015

City of Jasper / Jasper Municipal Utilities

Re: Information Systems Upgrades Project (ReBid)

TechDyn Project #14116.2

Consultant's letter of recommendation

On October 13th, 2015 the City received proposals in response to the RFP for the "Information Systems Upgrades Project (ReBid)" as published by Technology Dynamics.

The Project included work to replace aging servers that support several civil city departments as well as the utilities billing office. The project also includes creating a new user / computer network management system, centralized file storage and data backup system to support that will support all departments.

The original proposals we received for this work were considerably more than our cost estimate so we recommended to reject those proposals and in turn published a new RFP. The new RFP confined the scope of work, it also included other modifications and clarifications designed to get the Project within the anticipated budget.

The RFP had two separate costs elements, first was a "purchase agreement" for the new equipment required for the project and a second was a "labor agreement" to cover the professional services necessary for project implementation.

We had three vendors offer proposals for this Project. Below is a table summarizing the costs received from each vendor.

Proposal Tabulation

Company	Purchase Agreement	Labor Agreement
Netech*	\$16,137.58	Not offered
Eck-Mundy	\$22,131.00	\$22,000.00
Matrix Integration	\$19,994.11	\$31,097.00

* Netech was asked to send an updated proposal as we found the original submission was missing one equipment line item (further explanation is included in our proposal analysis below) Their original proposal for equipment was \$14,457.58.

Based on Scott's evaluation of the proposals received, he recommended approving the following scope of work.

Cost Item Description	Selected Company	Estimated Cost
Equipment purchase agreement	Netech	\$16,137.58
Labor agreement	Eck-Mundy	\$22,000.00
	Total	\$38,137.58

Kabrick said there are other charges for this project such as direct purchases made by Brian Scott such as for the servers and licenses and for consultant fees. The overall project total is \$73,921.78. Civil City will pay 35% of the total cost [\$25,872.62] and the utilities will pay 65% [\$48,049.16].

Total project costs
 \$10,494.20 direct purchase items
 \$16,137.58 purchase agreement items
 \$22,000.00 labor agreement items
 \$10,290.00 consultant fee-Technology Dynamics
\$15,000.00 contingency allowance
 \$73,921.78 Project total

A motion was made by Mayor Seitz and seconded by Timothy Bell to authorize an amount not-to-exceed \$26,000 for the civil city portion of the Information Systems Upgrades Project. Motion carried 3-0.

I67 CORRIDOR STUDY

Mayor Seitz said the Interstate 67 Development Corporation sent a letter asking the City of Jasper to pay \$10,000 towards the Interstate 67 Corridor Study for the use in engaging professional services and advice for public/private highway projects. Seitz said there is a \$25,000 appropriation in the EDIT Fund for such a study.

A motion was made by Mayor Seitz and seconded by David Prechtel to authorize expenditure of these funds. Motion carried 3-0.

CONTINUING EDUCATION PASS

City Attorney Renee Kabrick asked permission to renew her unlimited number of hours pass with the National Business Institute for continuing legal education. The annual pass cost \$1299 less a 10% discount for a net price of \$1169.

A motion was made by David Prechtel and seconded by Timothy Bell to have the city attorney renew her all inclusive continuing legal education pass for \$1169. Motion carried 3-0.

OUTSIDE COUNSEL

City Attorney Renee Kabrick said there needs to be legal review of the unified development ordinance [UDO]; therefore, she asked permission to enter into an engagement letter with John Molitor for an amount not-to-exceed \$2100 to pay for the legal fees.

A motion was made by Mayor Seitz and seconded by Timothy Bell to permit legal counsel to contract outside legal counsel to complete review of the UDO for an amount not-to-exceed \$2100. Motion carried 3-0.

ADJOURNMENT. There being no further business to come before the board, a motion was made by David Prechtel and seconded by Timothy Bell to adjourn the meeting. The motion carried 3-0 and the meeting adjourned at 8:54 a.m.

The minutes were hereby approved _____ with X without corrections or clarification this 10th day of November, 2015.

Mayor Terry Seitz
Presiding Officer

Attest:

Juanita S. Boehm, Clerk-Treasurer